

How to File a Proof of Claim Against PG&E Without an Attorney

You have nothing to lose and a lot to gain by filing a Proof of Claim form in the PG&E bankruptcy. **The forms must be filed no later than the “Bar Date” of December 31, 2019. If you don’t file, you will lose the right to make a claim against PG&E for the 2015, 2017, and 2018 fires.**

The Proof of Claim form is simple. You do not need to include documentation or other proof; that will happen later. In fact, we discourage people from including documentation because the Proof of Claim forms will be made public.

You don’t need a lawyer to file a Proof of Claim form, although if you have a large claim you should consider working with a lawyer. You can email us from the Contact page, and we’ll help you find an attorney.

If you have a lawyer

If you are using an attorney, your attorney will file the Proof of Claim for you. Check with your attorney to make sure it’s clear which one of you is filing the form. If you don’t hear back, then check to see if they have filed a Proof of Claim for you.

Go to <https://restructuring.primeclerk.com/pge/Home-ClaimInfo> Fill in the blank with your name and hit enter.

The screenshot shows the Prime Clerk website interface for filing a Proof of Claim against PG&E. At the top, there is a navigation bar with links for language, login, cases, and menu. The main header reads "PG&E Corporation and Pacific Gas and Electric Company" with "Case No. 19-30088". Below the header, a search bar is highlighted with a red circle and an arrow pointing to it, containing the placeholder text "To search, enter your name here." To the left of the search bar is a "Case Navigation" dropdown menu. The "Claims" option is selected. A table below lists several claims, each with a claim number, date filed, creditor name, debtor name, and claim value. The first claim listed is 60400, filed on 10/18/2019, by "Joe's Tree Service" now "J&J Tree Service LLC" brought by Members Joe LoGuidice and Joshua Felch, against PG&E Corporation with a value of \$0.00. The search bar also contains the placeholder text "Example: 'Jane' or '123'". On the right side, there is an "Info Center" with links for phone number (844.339.4217), live chat, contact us, and docket subscription. There is also a "Quick Search" section with fields for claims and docket, and a search button.

If your name appears, click on Claim Number to see your claim. In the upper right corner click “Proof of Claim PDF.” Click on that and download your Proof of Claim form. Check to make sure it’s correct. If it’s not, contact us through the Contact page and we will help you correct the form.

If your name does not appear when you search, then file a Proof of Claim form yourself. It won’t hurt you if you and your attorney file duplicative forms.

Filling out the Proof of Claim Form

At this point, you should file online. Go to

<https://restructuring.primeclerk.com/pge/EPOC-Index>. Scroll down the page until you see this:

The Bankruptcy Court has set the following deadlines for filing proofs of claim against the Debtors:

- 503(b)(9) Claims Bar Date: April 22, 2019. 503(b)(9) Claims are for the value of any goods sold to either of the Debtors in the ordinary course of business and received by the Debtor within 20 days before the Petition Date (i.e., on or after January 9, 2019 through and including January 28, 2019)
- General Claims Bar Date: October 21, 2019 at 5:00 p.m. (Prevailing Pacific Time),
- Fire Claim Bar Date: October 21, 2019 at 5:00 p.m. (Prevailing Pacific Time)
- Wildfire Subrogation Bar Date: October 21, 2019 at 5:00 p.m. (Prevailing Pacific Time)
- Customer Bar Date: October 21, 2019 at 5:00 p.m. (Prevailing Pacific Time)
- Governmental Unit Bar Date: October 21, 2019 at 5:00 p.m. (Prevailing Pacific Time)

Please enter the text shown in the image
BNSPTN
NEXT

Enter your name, email address, and the code.

First, you'll see a page full of legalese. Scroll down, check the box and click on I AGREE.

Then you'll be taken to a page that looks like this. Be sure to click on the text that says **Fire Claimant Proof of Claim Form**. That's the one you want. Not the others.

case info submit a claim

- Case Navigation

- Case Info
- Docket
- Claims
- Submit a Claim**

- Quick Links

- Voluntary Petitions
- First Day Motions
- Bridge Orders

PG&E Corporation and
Pacific Gas and Electric
Company
Case No. 19-30088

Select a Form to File

- Standard Proof of Claim Form
- Standard Proof of Claim (Non-Fire Customer)
- Fire Claimant Proof of Claim Form**

Info Center

844.339.4217
LIVE CHAT
CONTACT US
DOCKET SUBSCRIPTION

Quick Search

Claims Docket

SEARCH

The form will appear. Filling it in online is a little awkward, but everything about this PG&E process has been awkward. Here are instructions on how to complete the form.

QUESTIONS	INSTRUCTIONS
1. Who is the current creditor?	Insert your name. If your property was held in a trust or an entity, insert that name as well. If you are filing for your business, do that on a separate proof of claim form.
2. Has this claim be acquired from someone else?	Check “No” unless you bought the claim from someone else.
3. Are you filing on behalf of your family?	You may include your family, spouse, or domestic partner. Or you may each file separately. If you had adult children living in the home, they should file separately for their losses and emotional distress, etc.
4. Where should notices and payments to the creditor be sent?	If you are not using an attorney, fill in your contact information.
5. Does this claim amend one already filed?	Check “No” if this is your first filing. Check “Yes” if you are amending an earlier filing. You can find your claim number by searching for your name as described on the first page of these instructions.
6. Do you know if anyone else has filed a proof of claim for this claim?	Check “No” unless someone else has filed a proof of claim for you.
7. What fire is the basis of your claim?	Check the appropriate box. The “North Bay Fires” are the Atlas, Cascade, Cherokee, Highway 37, Honey, La Porte, Lobo, Mayacama, McCourtney, Nuns (which includes Adobe, Norrbom, Patrick, Pressley, and Oakmont fires), Pocket, Point, Potter/Redwood, Sullivan, Sulphur, and Tubbs fires. If you don’t know which fire affected you, email me and we will figure it out together.

8. What are the loss locations(s) where you and/or your family suffered harm?	List all locations of loss by address. If you were a first responder or volunteer in the fire area, list the areas where you were working.
9. How were you and/or your family harmed?	<ul style="list-style-type: none"> <input type="checkbox"/> Check Property Damage and whether you are Owner, Renter, Occupant (which could be an adult child living with parents, a roommate, a live-in girlfriend/boyfriend), or Other (which would include a guest or a caregiver,). <input type="checkbox"/> Check Personal Injury if you were physically injured and/or suffered emotional distress. Even if you think you are doing fine, check it. You may not be doing as well as you think. <input type="checkbox"/> Check Wrongful Death if you lost a family member and include the name of the deceased. If this applies, you should definitely be working with an attorney. <input type="checkbox"/> Check Business Loss/Interruption if you run your own business and lost sales or your business was interrupted. This would also apply if you lost key employees or clients because their homes burned and that affected your business volume. <input type="checkbox"/> Check lost wages or earning capacity if you lost wage income because of the fire or the fire affected your ability to earn wage income. <input type="checkbox"/> Check loss of community and essential services if your neighborhood was affected and you didn't have water or other services for any period of time. In many neighborhoods, the losses were widespread, and even homes that survived could not be lived in because there was no water, etc. Or people boiled water for months! <input type="checkbox"/> Check Agricultural Loss if you lost vineyards or other trees/crops/etc. Not a home garden. <input type="checkbox"/> Other -- If you are paying additional living expenses out of your pocket, check the box and write that in. Otherwise, you can leave this blank unless you have something that

	doesn't fit into any of the above categories. When in doubt, write it in.
10. What damages are you and/or your family claiming/seeking?	Check all. Yes, all of them.
11. How much is the claim?	Check "Unknown/to be determined at a later time"
Part 3: The person completing this proof of claim must sign and date it.	If you are filling out the form for yourself and/or your family, check "I am the creditor." Sign and date it. Fill in the contact info below the signature. If you are filling out the form for someone else, you sign your name and fill in the contact portion with your contact information.
Documentation	Then, you are prompted to submit documentation, say no. (You will be submitting documentation later in the process.)

Don't be too concerned about the warning that a person making a fraudulent claim could be fined or imprisoned. If you make an honest mistake, that's not fraud. "Fraud" means an intentional misrepresentation, deceit, or concealment of a known, material fact with the intention of depriving a person of property or legal rights or otherwise causing injury. If you have a reasonable basis for making a claim, then submitting this form is not fraud even if your claim is denied.

Submitting the form

The easiest way to file is online. That way you'll get confirmation RIGHT AWAY that your claim has been filed. Instead, you could mail the form (follow the instructions on the last page of the form's instructions) or drop off the form at one of the addresses on the last page of the instructions. We recommend that you file the form ONLINE.

Remember – the Proof of Claim form must be received by PG&E no later than 5 PM on December 31, 2019. If you fail to file the form by then, you will be barred from making a claim against PG&E for the 2015, 2017 and 2018 fires.

Barred means that's the end. No recovery. So file a Proof of Claim even if you can't decide. You can change your mind later and drop it. But if you don't file the form by December 31, 2019, you can no longer change your mind. End of story.

Questions? Email us at contact@pgefireinfo.com